

**Application Form**

**Data Specialist**

**CDI is an Equal Opportunities Employer.**

Guidance:

In the following section, we ask you to describe some of your professional achievements to date that demonstrate certain skills, knowledge and experience which have been identified as necessary for the position of Data Specialist.

For each question you are asked to describe a situation, from your own experience, which you think is the best example of what you have done which demonstrates or provides evidence of this skill or ability. It is essential that you describe how you demonstrate the skill or quality in question.

The information you provide will form part of the short-listing process, where necessary, and may also be used to help structure your interview, if you are invited to one. Therefore, compose your replies carefully and try to structure what you write so that you give specific information about what you have done - for example, do not simply say that "X was successful", describe exactly what you did and how you demonstrated the skill or quality in question.

For each of your examples, you must structure your answers to include the following:

the nature of the task, problem, or objective

what you actually did and how you utilised the skill or quality

the outcome or result of the situation and your estimate of the proportion of credit you can claim for the outcome.

Please do not use the same example to illustrate your answer to more than two questions.

**Applicant’s Details:**

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| --- |
| **Name:**  |
| **Address:**  |
| **Phone/Mobile No:**  |
| **Email:**  |
| 1. **Please outline any primary research you have undertaken, giving particular attention to the methods chosen and why.**
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| 1. **Can you tell us about quantitative data you have worked with and the specific analyses undertaken?**
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| 1. **Have you been involved in research in communities? If so, what particular issues informed your approach? If not, what factors do you think might need to be considered in the research design?**
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| 1. **Can you tell us about any experience you have in training and./or mentoring others? What approach would you take to supporting non research staff to engage in monitoring and evaluation?**
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| 1. **Please name any statistical software packages you have used and your level of competence in each.**
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**Referees:**

Please provide the names and contact details of **two** referees. They will NOT be contacted without your consent.

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| **Name**: |  |
| **Title/Role** |  |
| **Address:** |  |
| **Relationship to Applicant:** |  |
| **Contact Number:** |  |
|  |  |
| **Name**: |  |
| **Title/Role** |  |
| **Address:** |  |
| **Relationship to Applicant:** |  |
| **Contact Number:** |  |

This Application Form should be fully completed and submitted along with your C.V. by e-mail to info@cdi.ie by
The closing date for applications is 3pm on Monday 22nd July, 2024.

Shortlisting will take place on Monday 22nd July, and interviews will be held on Friday 26th July in the CDI offices, Fettercairn, Dublin 24.